

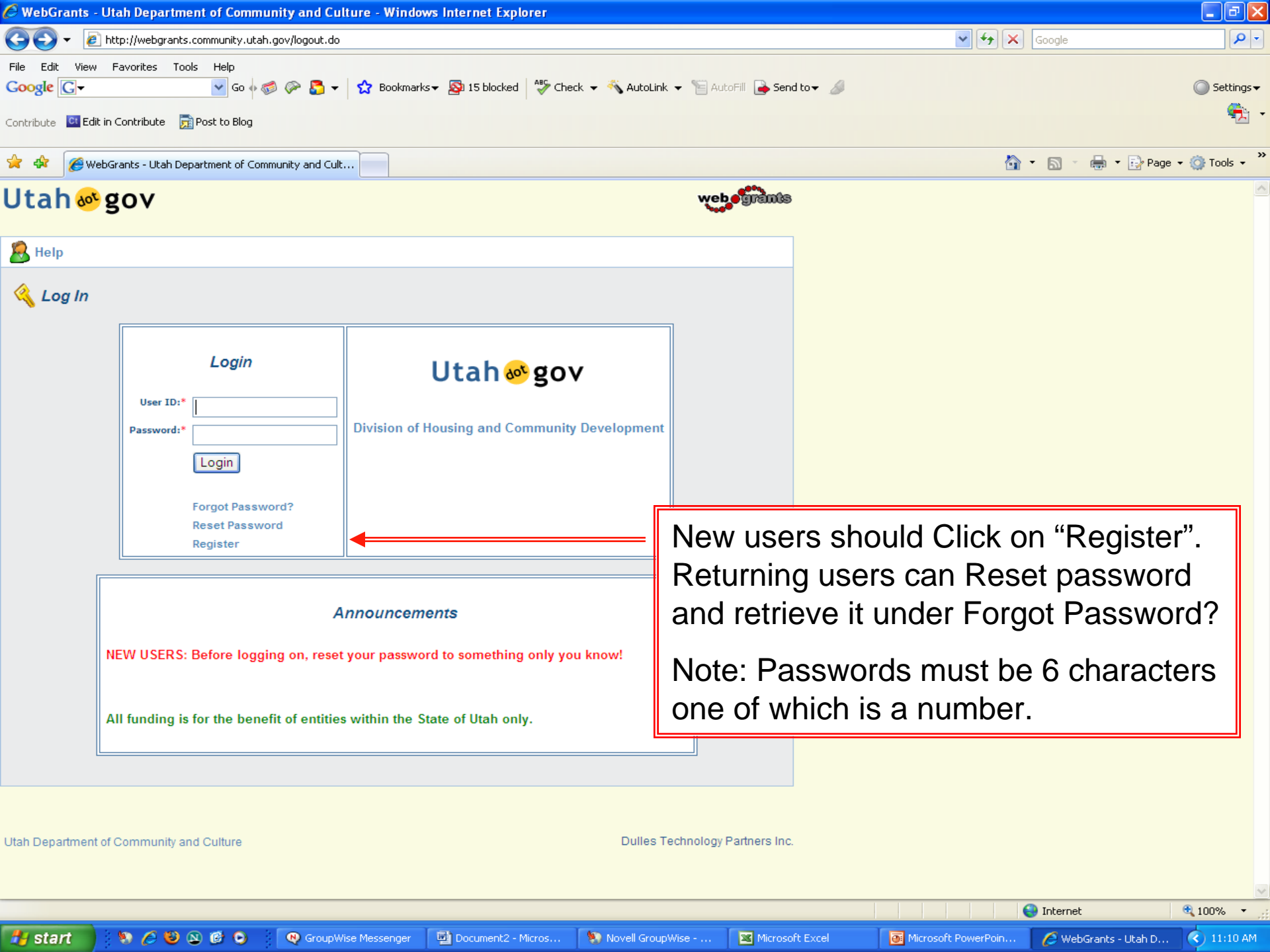
Utah Department of Community and Culture



Division of Housing & Community Development

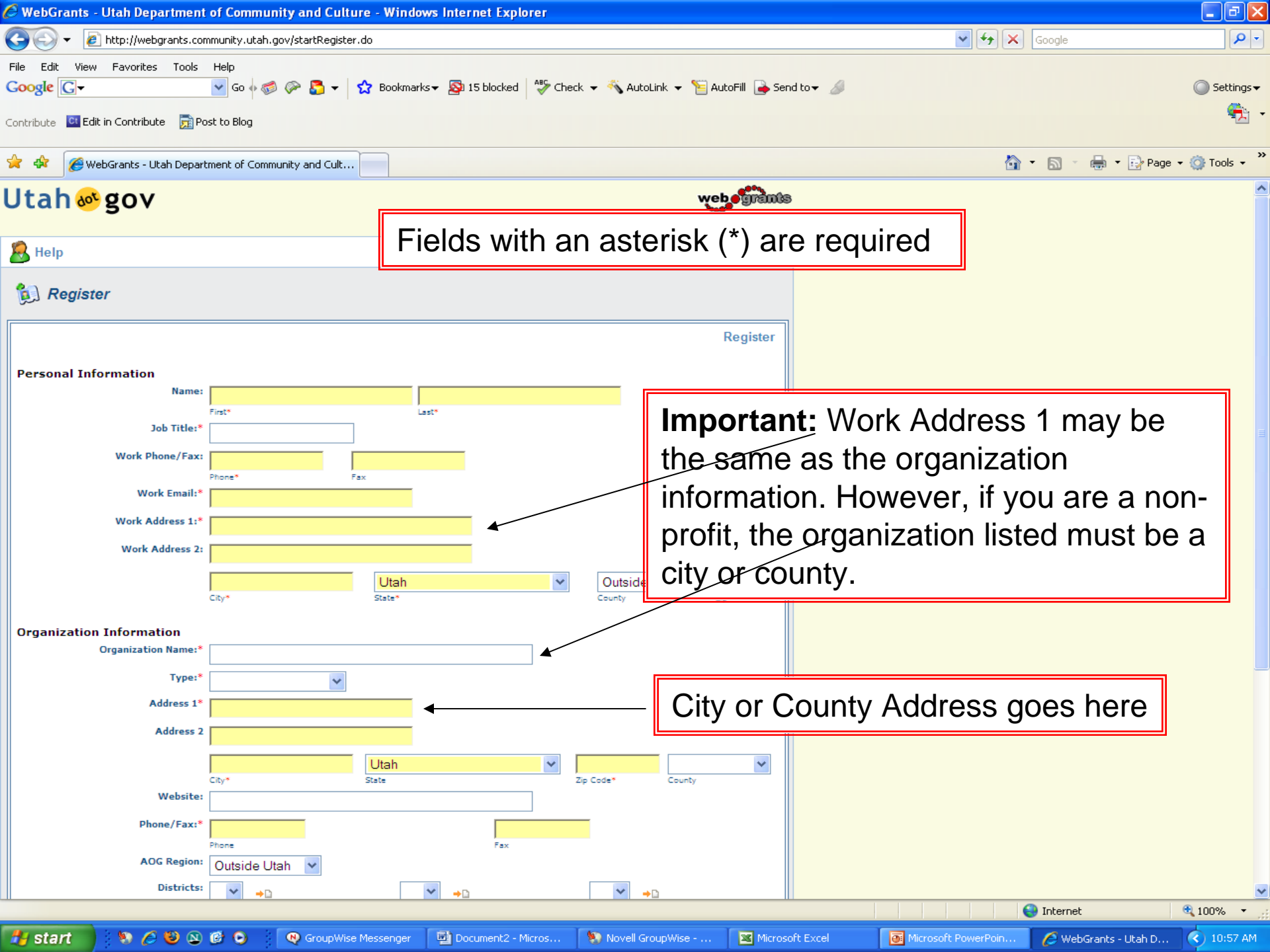
WEBGRANTS.COMMUNITY.UTAH.GOV





New users should Click on “Register”.
Returning users can Reset password
and retrieve it under Forgot Password?

Note: Passwords must be 6 characters
one of which is a number.



File Edit View Favorites Tools Help

Address <http://webgrants.community.utah.gov/startRegister.do> Go

City* State* County Zip*

Organization Information

Organization Name: *

Type: *

Address 1: *

Address 2: *

City* State Zip Code* County

Website: *

Phone/Fax: *

AOG Region: Outside Utah

Districts: Fed. Congressional Dist State Senate Dist State House District

Federal Employee Identification Number: *

Vendor Number: *

Chief Official Name: *

Title: *

Phone/Email: *

Date of Incorporation

Links to other websites that will provide the info

When finished, scroll back to top of page (previous slide) and click on "Register"

Utah Department of Community and Culture

Dulles Technology Partners Inc.



Thank you for registering.

Your registration is currently pending. You will receive an approval notification email after your registration information has been reviewed.

A notification of your registration has been sent to your email address.

You are invited to visit our home page <http://community.utah.gov/>



Utah dot gov

Help

Log In

'Forgot Password' allows user to retrieve password if forgotten. DO NOT call state staff to request your password - state staff do not have access to your forgotten password

Login

User ID:*

Password:*

Login

[Forgot Password?](#)[Reset Password](#)[Register](#)

Utah dot gov

Division of Housing and Community Development

'Reset Password' allows user to change password

Announcements

NEW USERS: Before logging on, reset your password to something only you know!

All funding is for the benefit of entities within the State of Utah only.

 Help

 Log In

Login	
User ID:*	<input type="text"/>
Password:*	<input type="password"/>
<input type="button" value="Login"/>	
Reset	
Register	



Utah dot gov

Division of Housing and Community Development

Announcements

NEW USERS: Before logging on, reset your password to something only you know!



Help



Reset Password

Reset Password

User ID:*

Old Password:*

New Password:*


Confirm New Password:*


Save

Type in the info provided to you in your confirmation email

Type in your personal password – remember it – we don't have an easy password recovery system!

Password must be at least 6 characters one of them being a number.

 Help

 Log In

Login

User ID:*

Password:*

[Reset Password](#)

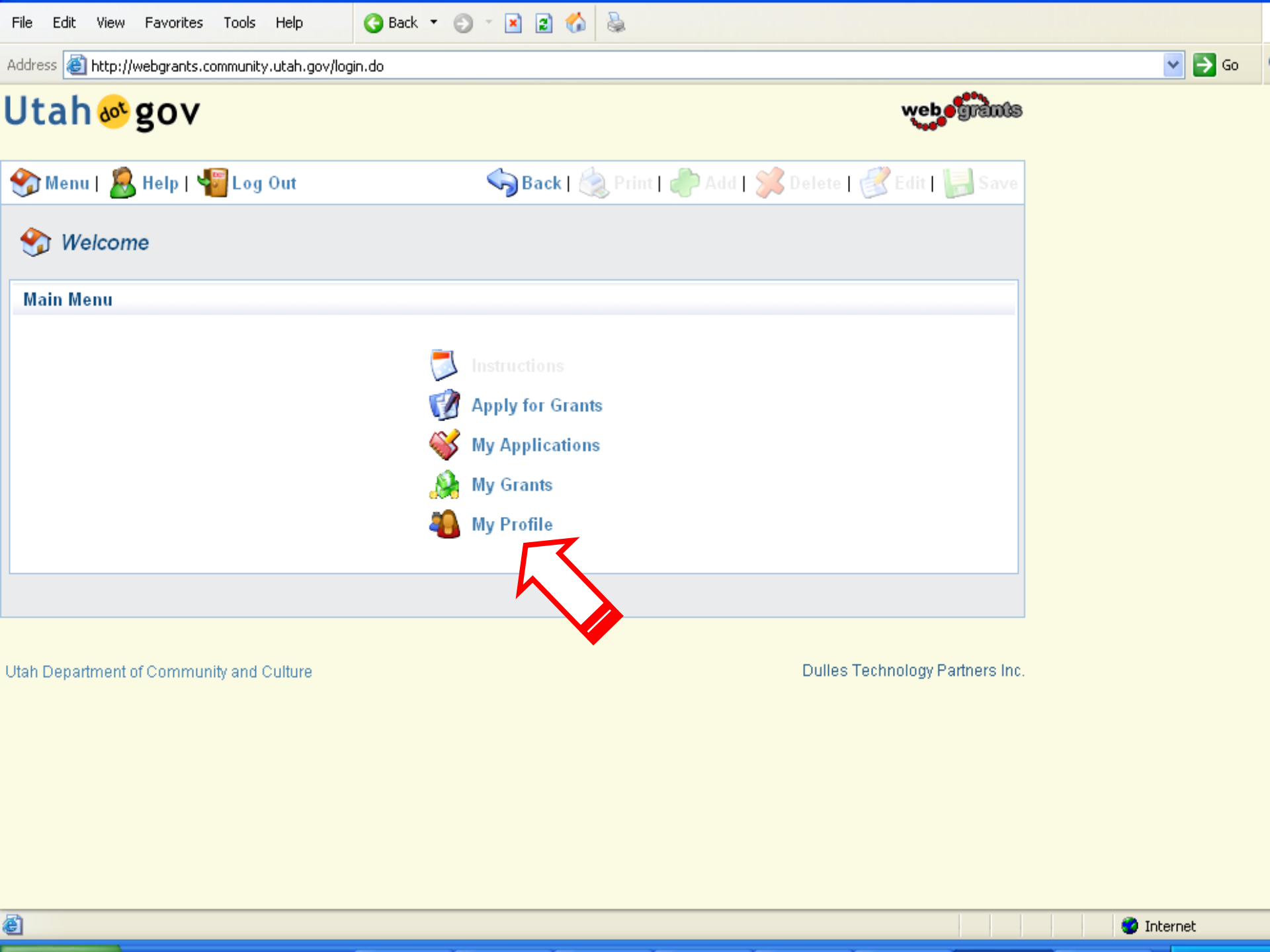
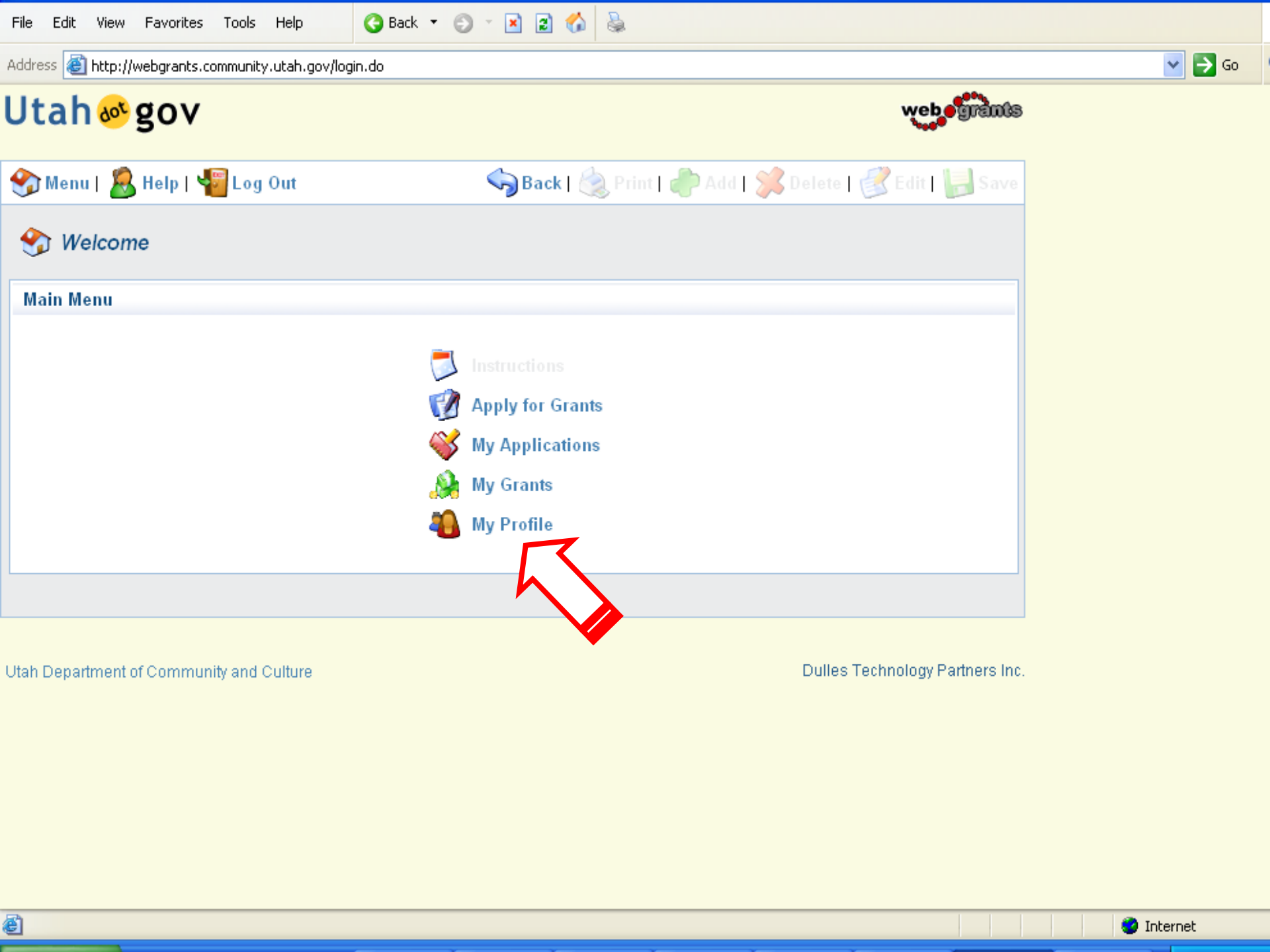
[Register](#)

Utah dot gov

Type in your user ID and new personal password

Announcements

NEW USERS: Before logging on, reset your password to something only you know!



My Profile

User Information

Name: Moi trois
Title:
Phone/Fax: 888-888-8888
Phone Fax
Email: youremail@address.usa
Address: not real
any City Utah State 00000 Zip Outside Utah County

Organizations

ID: 01178
Name: test
Type: Federal
Address 1: not real
Address 2:
any City Utah State 00000 Zip Code County
Website:
Phone/Fax: 888-888-8888
Phone Fax

Review the information, then scroll down screen



EditViewFavoritesToolsHelp

Back

http://webgrants.community.utah.gov/myProfile.do?OIDString=1172263250341|Person

Go

01170

Name: test

Type: Federal

Address 1: not real

Address 2:

any

Utah

00000

CityStateZip CodeCounty

Website:

Phone/Fax: 888-888-8888

PhoneFax

AOG Region: Outside Utah

Districts: Fed. Congressional DistState Senate DistState House District

Federal Employee Identification Number: 00--00000

Date of Incorporation

Vendor Number:

Is Benefactor:

Chief Official Name:

Title:

Phone/Email:

PhoneEmail

Last Edited By: Mark Bedel, 02/28/2007

Registered Users

Name	Title	Phone	Email
too		888-888-8888	moistoo@address.usa
rois		888-888-8888	youreemail@address.usa

Department of Community and Culture

Dulles Technology Partners Inc.

Trusted sites

Review information on this screen, then scroll back to top of screen.

My Profile

User Information

Name: Moi trois
Title:
Phone/Fax: 888-888-8888
Phone Fax
Email: youremail@address.usa
Address: not real

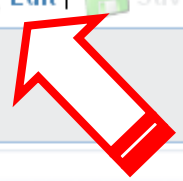
any	Utah	00000	Outside Utah
<small>City</small>	<small>State</small>	<small>Zip</small>	<small>County</small>

Organizations

ID: 01178
Name: test
Type: Federal
Address 1: not real
Address 2:

any	Utah	00000	
<small>City</small>	<small>State</small>	<small>Zip Code</small>	<small>County</small>

Website:
Phone/Fax: 888-888-8888
Phone Fax



FileEditViewFavoritesToolsHelp

Back

Address

http://webgrants.community.utah.gov/editMyProfile.do?OIDString=1172263250341|Person

Utah.gov

MenuHelpLog Out

BackPrintAdd

My Profile

User Information

Name:

Moi

trois

First*

Last*

Title:

YoYo

Phone/Fax:

888-888-8888

Phone*

Fax

Email:*

youremail@address.usa

Address 1:*

not real

Address 2:

any

Utah

City*

State*

Wasatch

Outside Utah

County

000000

Zip*

Beaver

Box Elder

Cache

Carbon

Daggett

Davis

Duchesne

Emery

Garfield

Grand

Iron

Juab

Kane

Millard

Morgan

Piute

Rich

Salt Lake

San Juan

Sanpete

Sevier

Tooele

Uintah

Utah

Wasatch

Washington

Wayne

Weber

Summit

webgrants

Save

Edit fields as needed, then click "Save"

Utah Department of Community and Culture

Dulles Technology Partners Inc.

Trusted sites

My Profile

User Information

Name: Moi trois
Title: YoYo
Phone/Fax: 888-888-8888
Phone Fax
Email: youremail@address.usa
Address: not real
any Utah 00000 Wasatch
City State Zip County

Organizations

ID: 01178
Name: test
Type: Federal
Address 1: not real
Address 2:
any Utah 00000
City State Zip Code County
Website:
Phone/Fax: 888-888-8888
Phone Fax

Welcome

Main Menu

- Instructions
- Apply for Grants
- My Application
- My Grants
- My Profile

Funding Opportunities

Current Funding Opportunities

ID	Title	Program Area	Proposal Deadline
31391	2008 CDBG Program Year Funding	Community Development Block Grants (CDBG)	12/07/2007

Click on the funding program
listed in the "Title" column

Opportunities

Current Applications

Number	Title	Status	State
31394	Test Application #1	31391-2008 CDBG Program Year Funding	Editing

Opportunity Details

Apply

2008 CDBG Program Year Funding

Community Development Block Grants (CDBG)

Opportunity Number:	31391	Begin Period of Performance:	07/01/2008
Program Officer:	Keith Heaton	End Period of Performance:	12/31/2009
Application Deadline:	12/07/2007	Award Execution Date:	04/01/2008
Maximum Award Amount:	\$500,000.00	CFDA Number:	14.228

Project Overview

Eligible applicants are limited to:

Utah Cities less than 50,000 in population and Utah Counties (except Salt Lake County).

Review the
information,
then scroll
down
screen

Project Overview

Eligible applicants are limited to:

Utah Cities less than 50,000 in population and Utah Counties (except Salt Lake County).

Non-profit organizations, housing authorities, and special service districts may apply through eligible independently.

Eligible activities are outlined in the *2008 CDBG Application Policies and Procedures Guide*.

Review information on this screen, click on attachments and URL for additional information, then scroll back to top of screen.

Attachments

[ACHAPTER III.doc](#) National Objectives, Eligible Activities, and Individual Federal Compliance Requirements

Additional Documentation

URL

www.community.utah.gov/cdbg

Opportunities

Current Applications

Number	Title	Status	State
31394	Test Application #1	31391-2008 CDBG Program Year Funding	Editing

Opportunity Details

Click "Apply"

Apply

2008 CDBG Program Year Funding

Community Development Block Grants (CDBG)

Opportunity Number:	31391	Begin Period of Performance:	07/01/2008
Program Officer:	Keith Heaton	End Period of Performance:	12/31/2009
Application Deadline:	12/07/2007	Award Execution Date:	04/01/2008
Maximum Award Amount:	\$500,000.00	CFDA Number:	14.228

Project Overview

Eligible applicants are limited to:

Utah Cities less than 50,000 in population and Utah Counties (except Salt Lake County).

Application

Instructions

The application has been given a title by default. You may change the title as you see fit.

General Information

ID:

Title:* For Example: Fire Station, Culinary Water, etc

Type:* Initial

Countries:

- | | | | |
|-----------------------------------|---|-------------------------------------|----------------------------------|
| <input type="checkbox"/> Beaver | <input type="checkbox"/> Box Elder | <input type="checkbox"/> Cache | <input type="checkbox"/> Carbon |
| <input type="checkbox"/> Daggett | <input type="checkbox"/> Davis | <input type="checkbox"/> Duchesne | <input type="checkbox"/> Emery |
| <input type="checkbox"/> Garfield | <input type="checkbox"/> Grand | <input type="checkbox"/> Iron | <input type="checkbox"/> Juab |
| <input type="checkbox"/> Kane | <input type="checkbox"/> Millard | <input type="checkbox"/> Morgan | <input type="checkbox"/> Piute |
| <input type="checkbox"/> Rich | <input type="checkbox"/> Salt Lake | <input type="checkbox"/> San Juan | <input type="checkbox"/> Sanpete |
| <input type="checkbox"/> Sevier | <input checked="" type="checkbox"/> Summit | <input type="checkbox"/> Tooele | <input type="checkbox"/> Uintah |
| <input type="checkbox"/> Utah | <input checked="" type="checkbox"/> Wasatch | <input type="checkbox"/> Washington | <input type="checkbox"/> Wayne |
| <input type="checkbox"/> Weber | <input type="checkbox"/> State-Wide | | |

Project Manager:*

Scott Kettle
Scott Kettle
Brinedette Mitchell
Kim Peacock

Note instructions.

1.Type in a project title

2. Select county or counties served by project

3.Select your name from drop-down box

4. Click "Save" at top

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)**Proposal Deadline:** 12/07/2007

General Information

[Continue](#)**ID:** 31398**Title:** Culinary Water**Type:** Initial**County:** Wasatch,Summit**Project Manager:** Scott Kettle**Organization:** Kamas City

Click "Continue"

Last Edited By: Scott Kettle, 08/08/2007

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components

Preview | Submit

Name	Attachments	Complete?	Last Edited
General Information			2007
Sponsor			
Engineer Or Architect			
First Public Participation			
Second Public Participation			
Scope of Work			
Cost Estimate			
Project Timeline			
Other Requirements			

Open "Sponsor" Component if you are a non-profit organization, otherwise proceed to "Engineer or Architect" Component, page 26

Sponsor

Name: Address 1 Address 2

City

Utah

State

Zip Code

Outside Utah

County

Phone/Fax:

Phone

Fax

Email:

Email



Not Applicable

If you **are not** sponsored by a unit of government, leave all fields blank and check this box – **OTHERWISE...**

Sponsor

Name: Kamas City

Address 1: 170 North Street

Address 2:

City: Kama State: Utah

Phone/Fax: 435-783-4630

435-783-6209

Email: anyone@kamascity.org

☐
Not Applicable

Note: When filling out number fields i.e. phone & fax, type only numbers, dashes will insert automatically

Fill out all fields and leave this box unchecked; then click "Save"

Review information and click
"Edit: to make any
corrections if necessary

Sponsor

Continue

Name: Kamas City

Address 1: 170 North Main Street

Address 2:

Kamas
CityUtah
State84036
Zip CodeSummit
CountyPhone/Fax: 435-783-4630
Phone435-783-6209
FaxEmail: anyone@kamascity.org

Last Edited By: Scott Kettle, 08/08/2007

Application

31391 - 2008 CDBG Program Year Fun

Program Area: Commu

Proposal Deadline: 12/07/2

Components

Name	Attachments	Completed	Last Edited
General Information		✓	08/08/2007
Sponsor		✓	08/08/2007
Engineer Or Architect			
First Public Participation			
Second Public Participation			
Scope of Work	Attachments (0)		
Cost Estimate	Attachments (0)		
Project Timeline	Attachments (0)		
Other Requirements	Attachments (0)		

Note: If you have a construction/infrastructure project it is required to fill out the "Engineer Or Architect" component of the application; otherwise, you may skip to the next component.

Open "Engineer or Architect" Component

Engineer or Architect

Name: Bob Pretty

Company: Bob's Pretty Good Engineering

Address 1: 1234 Anywhere

Address 2:

Anytown

City

Utah

State

11111

Zip Code

Summit

County

Phone/Fax: 4351111111

Phone

4351111112

Fax

Email: bob@prettygoodengineering.usa

Email

Fill out the
Engineer/Architect
information and click
"Save"

Menu Help

Application

Engineer or Architect

Review information and click "Edit" to make any corrections if necessary.

Add Delete Edit Save

Continue

Name: Bob's Pretty Good Engineering

Company:

Address 1: 1234 Anywhere

Address 2:

Anytown Utah 11111 Summit

City State Zip Code County

Phone/Fax: 435-111-1111 435-111-1112

Phone Fax

Email: bob@prettygoodengineering.usa

Last Edited By: Scott Kettle, 08/08/2007

Click "Continue" if the information is correct

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components

Preview | Submit

Name	Attachments	Complete?	Last Edited
General Information	Attachments (0)	✓	08/08/2007
Sponsor	Attachments (0)	✓	08/08/2007
Engineer Or Architect		✓	08/08/2007
First Public Participation			
Second Public Participation			
Scope of Work			
Cost Estimate	Attachments (0)		
Project Timeline	Attachments (0)		
Other Requirements	Attachments (0)		

Open "First Public Participation" Component

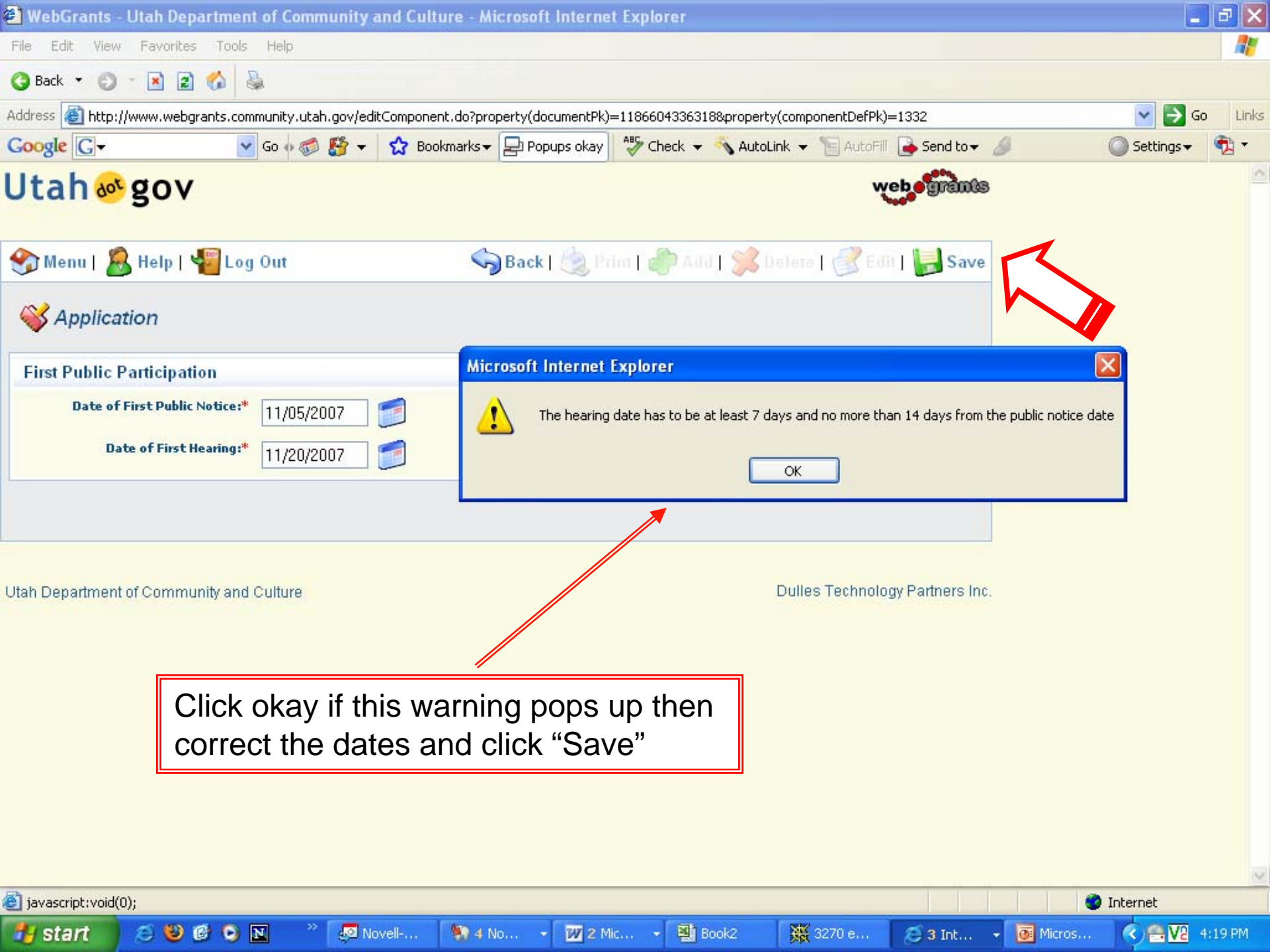
Application

First Public Participation

Date of First Public Notice:* 11/05/2007

Date of First Hearing:* 11/14/2007

Enter dates and click
"Save"



First Public Participation

Date of First Public Notice:* 11/05/2007

Date of First Hearing:* 11/20/2007

Microsoft Internet Explorer



The hearing date has to be at least 7 days and no more than 14 days from the public notice date

OK

Click okay if this warning pops up then correct the dates and click "Save"

First Public Participation

Continue

Date of First Public Notice: 11/05/2007

Date of First Hearing: 11/15/2007

Click "Continue"

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components

Name

SKIP SECOND PUBLIC PARTICIPATION COMPONENT. It is not required until your application is rated and ranked and is awarded funds. PROCEED TO SCOPE OF WORK

Preview | Submit

Last Edited

General Information

Sponsor

Engineer Or Architect

First Public Participation

[Second Public Participation](#)

Scope of Work

Cost Estimate

Project Timeline

Other Requirements

08/08/2007

08/08/2007

08/08/2007

08/09/2007


Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components			Preview Submit
Name	Attachments	Complete?	Last Edited
General Information	Attachments (0)	✓	08/08/2007
Sponsor	Attachments (0)	✓	08/08/2007
Engineer Or Architect	Attachments (0)	✓	08/08/2007
First Public Participation		✓	08/09/2007
Second Public Participation			
Scope of Work		✓	08/09/2007
Cost Estimate		✓	08/14/2007
Project Timeline	Attachments (0)		
Other Requirements	Attachments (0)		



Open Scope of Work
Component

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Scope of Work

Attach a Map (and 2 pictures of the site, if construction project.)

Attach a clear, concise description of the Proposed Project, using measurable terms (linear feet, square feet, building size, etc.) Include all activities such as administration, engineering, construction, acquisition, and public service.

The scope of work should be very specific in identifying how the money will be used and explain what will be done to meet the objective of the contract. A narrative, in addition to the budget page, should specify what is included in each budget line item. What are the expected outcomes or results of providing this funding and what will be accomplished that could not be accomplished without providing these funds?

A grantee applying for a project whose purpose is the construction of a

Insert scope following instructions to the left and then click "Save"

Note: An engineer's cost estimate must be submitted with hard copy of application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)**Proposal Deadline:** 12/07/2007

Review information and click
"Edit" to make any
corrections, and then click
"Continue"

Scope of Work

Continue

Attach a Map (and 2 pictures of the site, if construction project.)

Attach a clear, concise description of the Proposed Project, using measurable terms (linear feet, square feet, building size, etc.) Include all activities such as administration, engineering, construction, acquisition, and public service.

The scope of work should be very specific in identifying how the money will be used and explain what will be done to meet the objective of the contract. A narrative, in addition to the budget page, should specify what is included in each budget line item. What are the expected outcomes or results of providing this funding and what will be accomplished that could not be accomplished without providing these funds?

A grantee applying for a project whose purpose is the construction of a new facility, must be able to demonstrate that sufficient revenue is in place to continue the operation of the facility or describe how revenue will be obtained in order to ensure continued operation of the facility after completion.

Last Edited By: Scott Kettle, 08/09/2007

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components			Preview Submit
Name	Attachments	Complete?	Last Edited
General Information	Attachments (0)	✓	08/08/2007
Sponsor	Attachments (0)	✓	08/08/2007
Engineer Or Architect	Attachments (0)	✓	08/08/2007
First Public Participation	Attachments (0)	✓	08/09/2007
Second Public Participation			
Scope of Work		✓	08/09/2007
Cost Estimate		✓	08/14/2007
Project Timeline			
Other Requirements	Attachments (0)		



Open Cost Estimate
Component

Application

Cost Estimate Year

Year:

Enter project year
then click "Save"

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Complete budget
information and click
"Save"

Budget

Budget Category	CDBG Funds	Other Funds
Personnel Salaries	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Office Supplies	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Travel	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other Administrative <input type="text"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Engineer/Architect	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other <input type="text"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Property Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Grand Total:		
Max Allowed:	\$500,000.00	

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Cost Estimate for 2007

Total Estimated Project Cost: \$30,000.00

CDBG Request: \$30,000.00

Click on Continue

Budget for 2007

Continue

Budget Category	CDBG Funds	Other Funds	Total
Personnel Salaries	\$30,000.00	\$0.00	\$30,000.00
Office Supplies	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Other Administrative	\$0.00	\$0.00	\$0.00
Sub-Total:	\$30,000.00	\$0.00	\$30,000.00
Construction	\$0.00	\$0.00	\$0.00
Engineer/Architect	\$0.00	\$0.00	\$0.00
Sub-Total:	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Property Acquisition	\$0.00	\$0.00	\$0.00
Sub-Total:	\$0.00	\$0.00	\$0.00
Grand Total:	\$30,000.00	\$0.00	\$30,000.00
Max Allowed:	\$500,000.00		

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

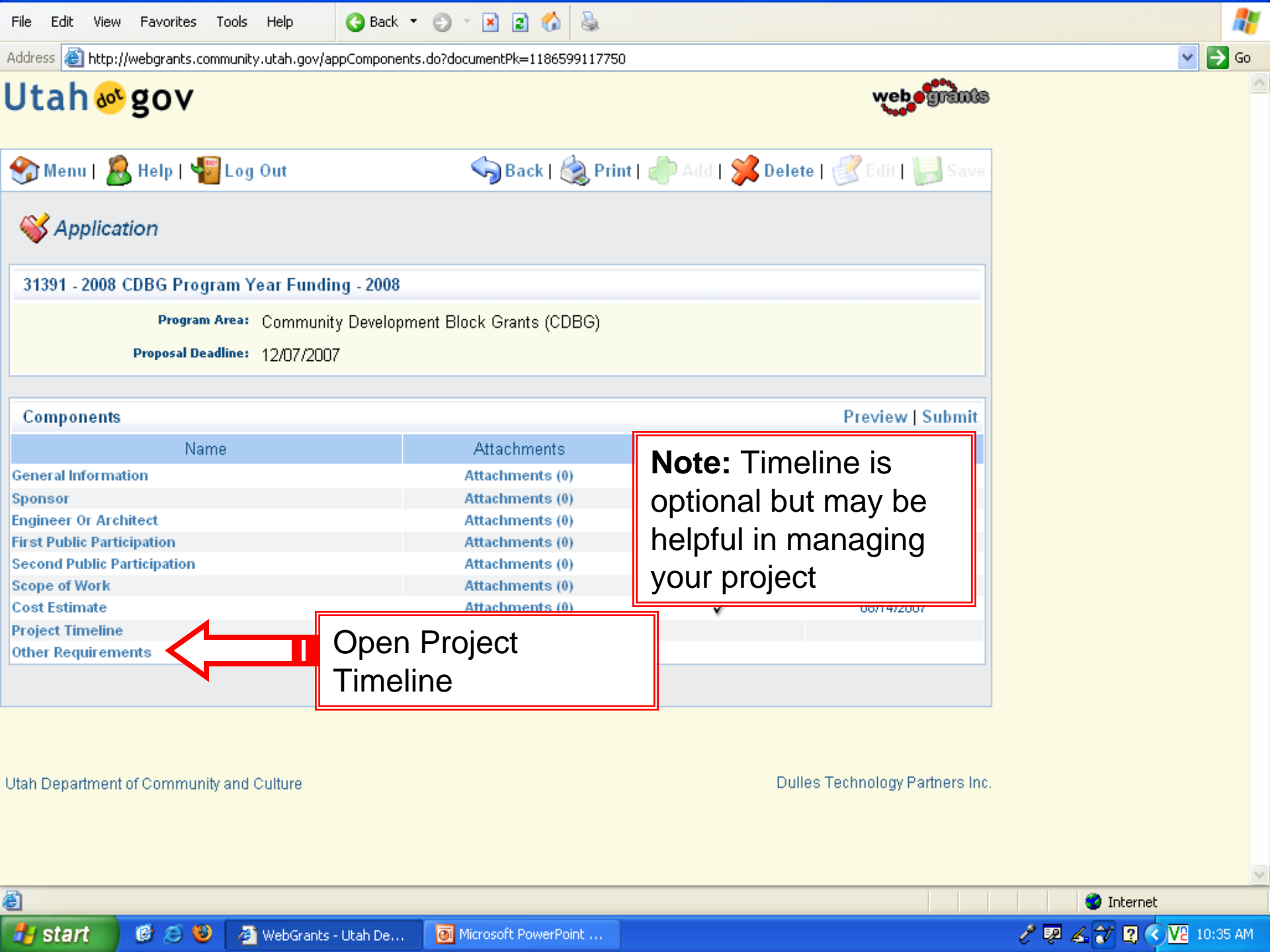
Proposal Deadline: 12/07/2007

Components

Preview | Submit

Name	Attachments	Complete?	Last Edited
General Information		✓	08/08/2007
Sponsor			
Engineer Or Architect			
First Public Participation			
Second Public Participation			
Scope of Work			
Cost Estimate		✓	08/14/2007
Project Timeline			
Other Requirements			

For multi-year projects open "Cost Estimate" to add second and/or third year budgets



Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components		Preview Submit
Name	Attachments	
General Information	Attachments (0)	
Sponsor	Attachments (0)	
Engineer Or Architect	Attachments (0)	
First Public Participation	Attachments (0)	
Second Public Participation	Attachments (0)	
Scope of Work	Attachments (0)	
Cost Estimate	Attachments (0)	
Project Timeline	Attachments (0)	08/14/2007
Other Requirements		

Note: Timeline is optional but may be helpful in managing your project

Open Project Timeline

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Project Timeline

Element	Start Date	Completion Date
Contract Execution	06/01/2008	07/31/2008
Environmental Release		
Other Activities		
Project Engineer Design		
Bid Specifications		
Bid Publication		
Bid Opening		
Bid Award		
Pre-Construction Conference		
Project Construction		
Final Inspection		
Final State Monitoring		

Refer to CDBG
Policies &
Procedures
Chapter 4, pg.5

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Project Timeline

[Continue](#)

Element	Start Date	Completion Date
Contract Execution	06/01/2008	07/31/2008
Environmental Release		
Other Activities		
Project Engineer Design		
Bid Specifications		
Bid Publication		
Bid Opening		
Bid Award		
Pre-Construction Conference		
Project Construction		
Final Inspection		
Final State Monitoring		

Click "Continue"

Last Edited By: Scott Kettle, 08/14/2007

Application

31391 - 2008 CDBG Program Year Funding - 2008

Program Area: Community Development Block Grants (CDBG)

Proposal Deadline: 12/07/2007

Components			Preview Submit
Name	Attachments	Complete?	Last Edited
General Information	Attachments (0)	✓	08/08/2007
Sponsor	Attachments (0)		
Engineer Or Architect	Attachments (0)		
First Public Participation	Attachments (0)		
Second Public Participation	Attachments (0)		
Scope of Work	Attachments (0)		
Cost Estimate			08/14/2007
Project Timeline			08/14/2007
Other Requirements			



Open "Other Requirements"
Component

Application

Other Requirements

Note: All fields must be completed and click "Save"

Applicant's Consolidated Plan Location:*

Page Number*

Section*

Does municipality have an adopted "Moderate Income Housing Plan" in accordance with HB 295:*

☐ Yes ☒ No

Does project further the goals or objectives of that plan:*

☐ Yes ☒ No

Select eligible Activity from Section 105:*

National Objective:*

Benefit to low and moderate income (LMI) persons

General*

LMI Specific

Low/moderate income beneficiaries:*

HUD pre-approved list

Total proposed Beneficiaries:*

Total proposed low/moderate income beneficiaries:*

Percentage LMI:

How were these figures obtained:*

Project Objective:*

Suitable living environment

Outcome project will achieve:*

Availability/Accessibility ☐ Affordability ☐ Sustainability/Livability ☐

Applicants must submit hard copy of this information

At time of publication this component is being updated to a drop-down box

Use drop-down arrows to make selections.

Choose only one

Other Requirements

[Continue](#)

Applicant's Consolidated Plan Location:

Page Number

Section

Does municipality have an adopted "Moderate Income Housing Plan" in accordance with HB 295:

Does project further the goals or objectives of that plan:

Select eligible Activity from Section 105:

National Objective:

General

LMI Specific

Low/moderate income beneficiaries:

Total proposed Beneficiaries:

Total proposed low/moderate income beneficiaries:

Percentage LMI:

How were these figures obtained:

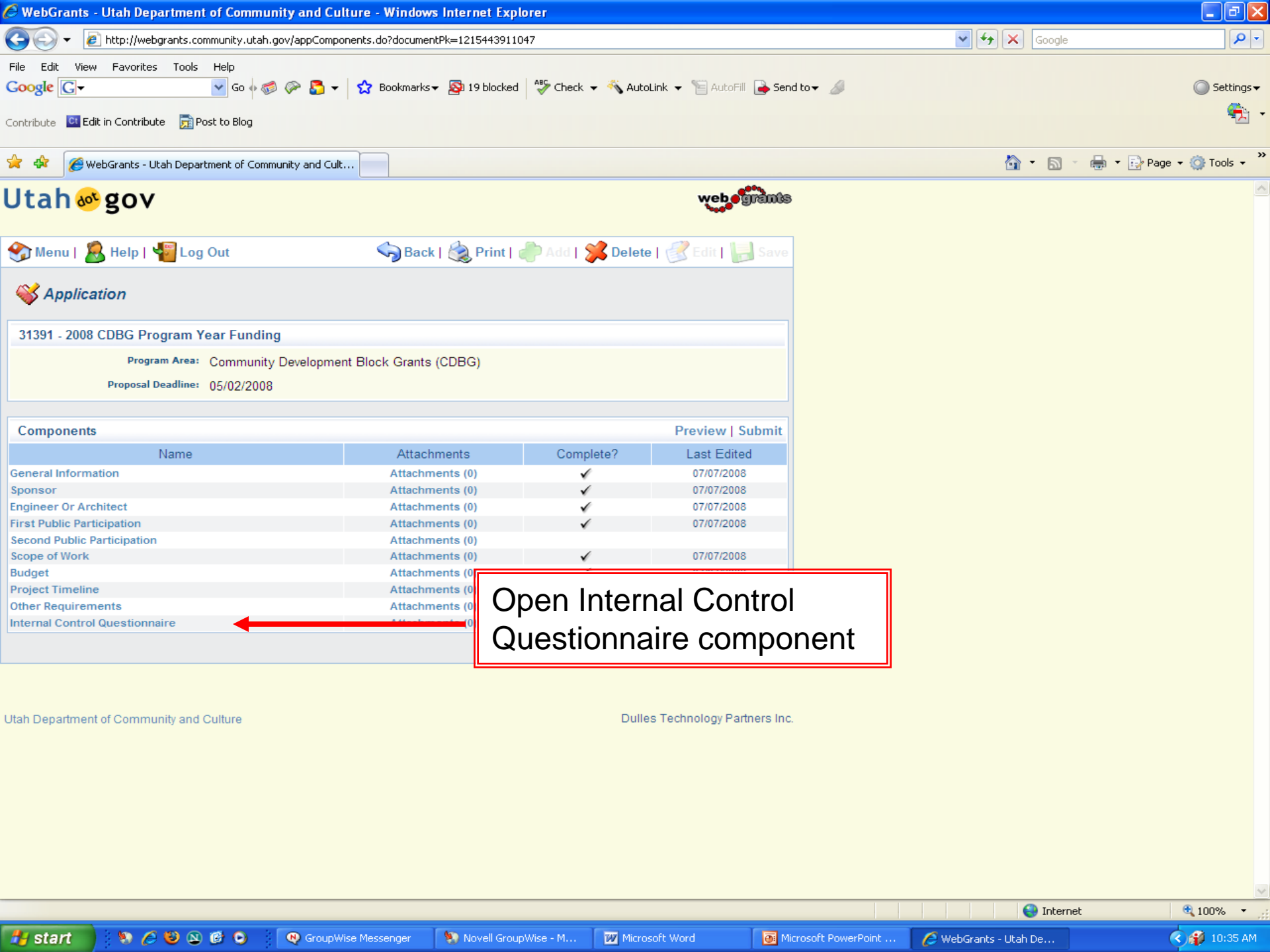
Project Objective:

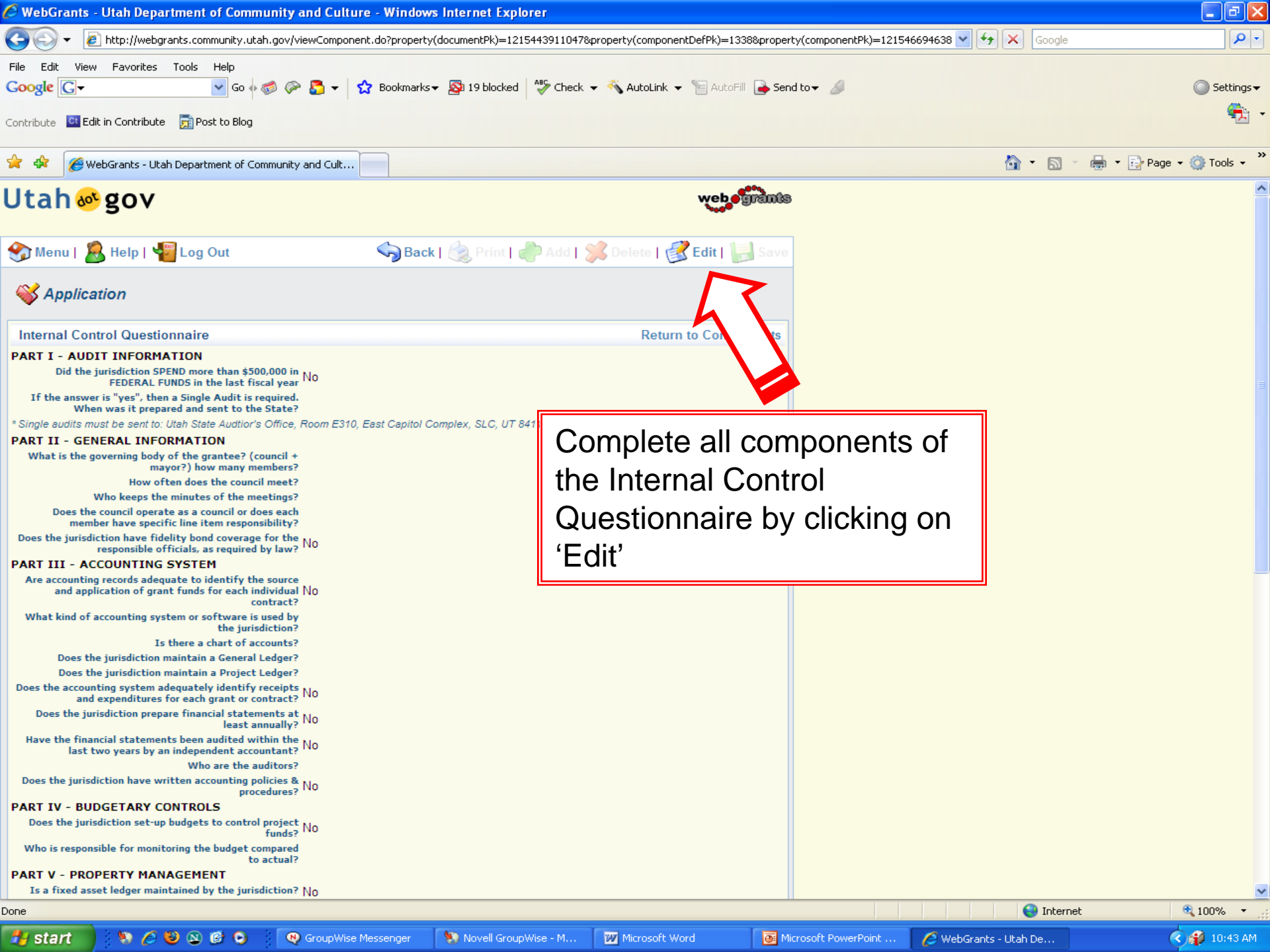
Outcome project will achieve:

Date residential anti-displacement and relocation assistance plan adopted:

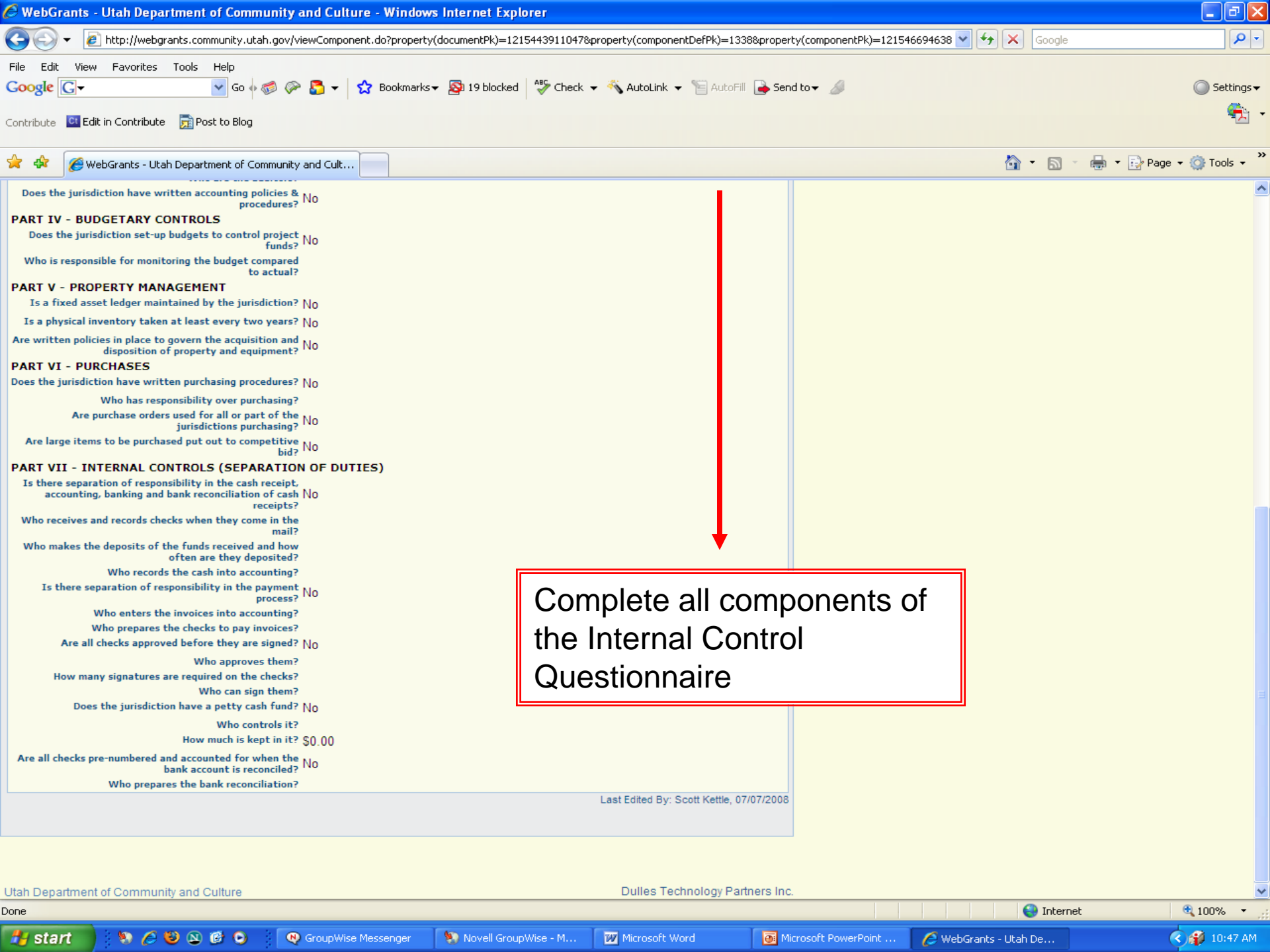
Click "Continue"

Last Edited By:





Complete all components of
the Internal Control
Questionnaire by clicking on
'Edit'



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http://webgrants.community.utah.gov/viewComponent.do?property(documentPk)=1215443911047&property(componentDefPk)=1338&property(componentPk)=121546694638

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Does the jurisdiction have written accounting policies & procedures? No

PART IV - BUDGETARY CONTROLS

Does the jurisdiction set-up budgets to control project funds? No

Who is responsible for monitoring the budget compared to actual?

PART V - PROPERTY MANAGEMENT

Is a fixed asset ledger maintained by the jurisdiction? No

Is a physical inventory taken at least every two years? No

Are written policies in place to govern the acquisition and disposition of property and equipment? No

PART VI - PURCHASES

Does the jurisdiction have written purchasing procedures? No

Who has responsibility over purchasing?

Are purchase orders used for all or part of the jurisdictions purchasing? No

Are large items to be purchased put out to competitive bid? No

PART VII - INTERNAL CONTROLS (SEPARATION OF DUTIES)

Is there separation of responsibility in the cash receipt, accounting, banking and bank reconciliation of cash receipts? No

Who receives and records checks when they come in the mail?

Who makes the deposits of the funds received and how often are they deposited?

Who records the cash into accounting?

Is there separation of responsibility in the payment process? No

Who enters the invoices into accounting?

Who prepares the checks to pay invoices?

Are all checks approved before they are signed? No

Who approves them?

How many signatures are required on the checks?

Who can sign them?

Does the jurisdiction have a petty cash fund? No

Who controls it?

How much is kept in it? \$0.00

Are all checks pre-numbered and accounted for when the bank account is reconciled? No

Who prepares the bank reconciliation?

Last Edited By: Scott Kettle, 07/07/2008

Utah Department of Community and Culture

Dulles Technology Partners Inc.

Done

start

GroupWise Messenger

Novell GroupWise - M...

Microsoft Word

Microsoft PowerPoint ...

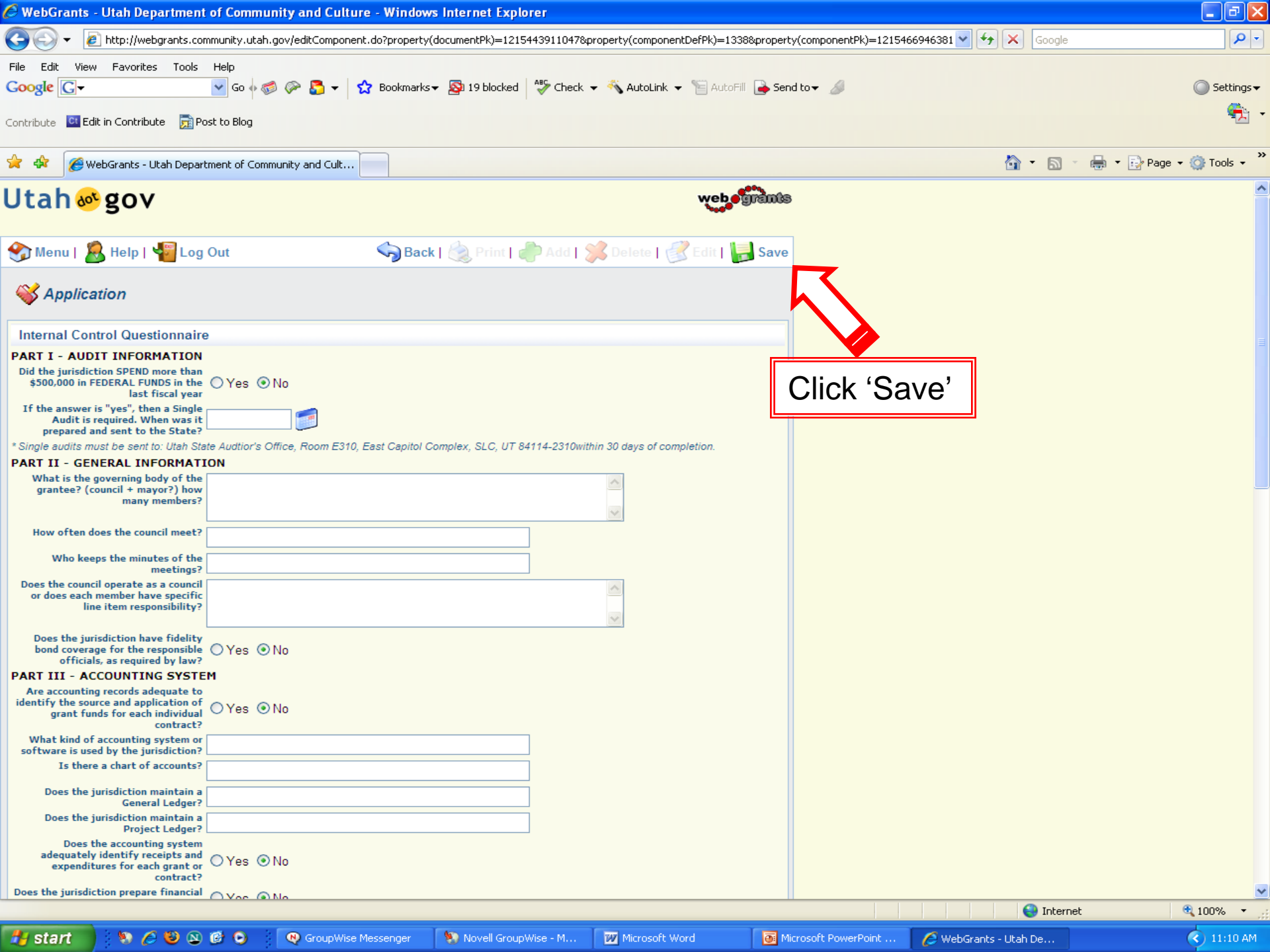
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Internet

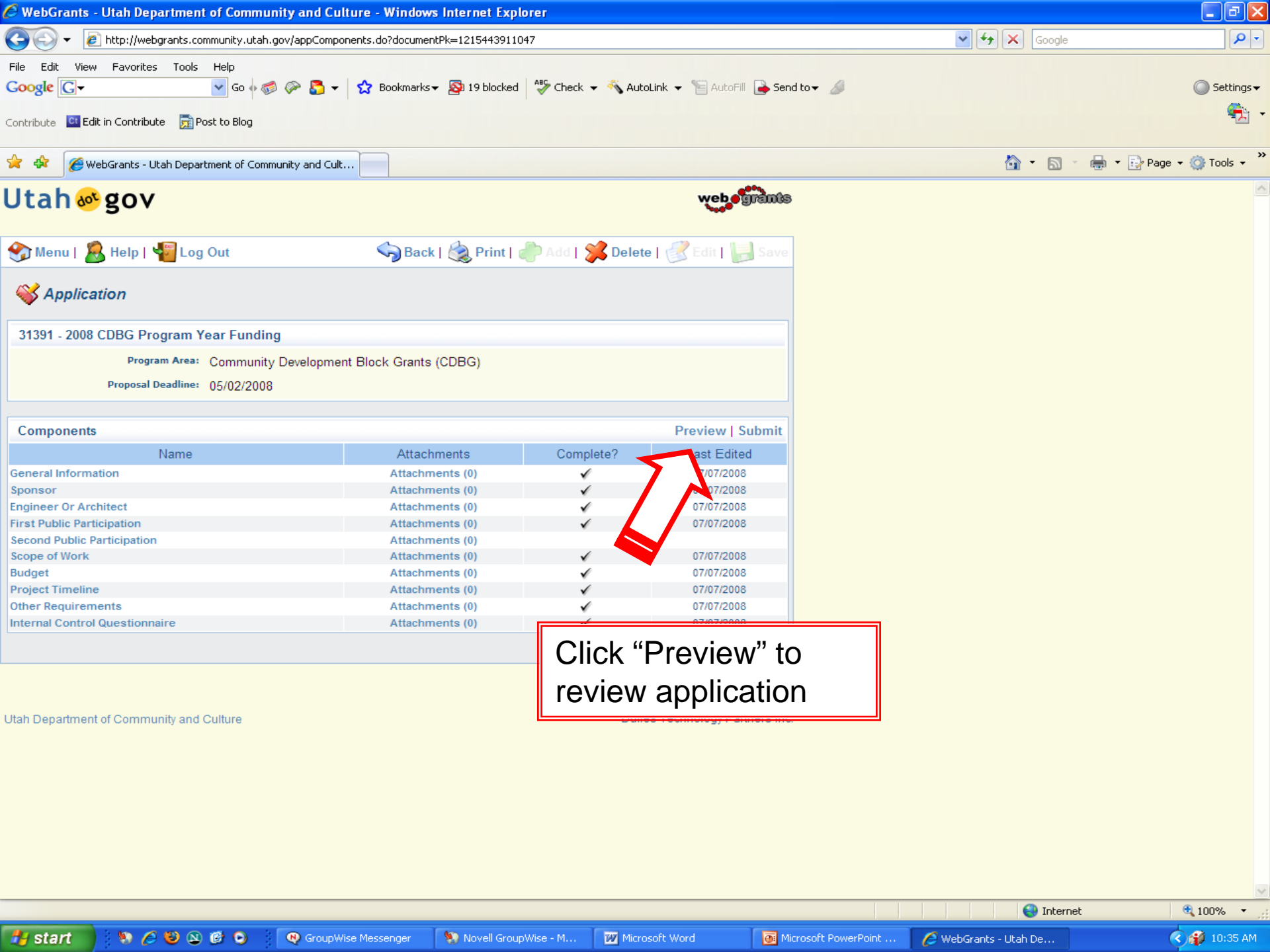
100%

10:47 AM

Complete all components of
the Internal Control
Questionnaire



Click 'Save'



Application

Application Details

Test Application #1

Community Development Block Grants (CD

Application ID: 31394
Status: Editing
Date Submitted:

Initial
Summit
31391

Click "Print" for hard-
copy of application
and then click "Back"

Funding Opportunity Number:

Applicant Information

Applicant

Name:
Address 1:
Address 2:
City:
State:
County:
AOG Region:
Zip:
Main Phone:
Main Fax:

Sponsor

Name:
Address 1:
Address 2:
City:
State:
County:
AOG Region:
Zip:
Main Phone:
Main Fax:
Chief Official:

Project Manager

Name: Scott Kettle
Address 1: #2
Address 2:
City: Heber
State: Utah
County: Wasatch
AOG Region:
Zip: 84032
Main Phone: 435-654-2226
Main Fax: 435-657-1160
Email: skettle@horrocks.com

Engineer or Architect

Name:
Company:
Address 1:
Address 2:
City:
State:
County:
Zip:
Phone:
Fax:
Email:

Application

31391 - 2008 CDBG Program Year Funding

Program Area: Community Development Block Grant

Proposal Deadline: 05/02/2008

IMPORTANT: Application is not received by state unless submitted.

Components			Preview Submit
Name	Attachments	Complete?	Last Edited
General Information	Attachments (0)	✓	07/07/2008
Sponsor	Attachments (0)	✓	07/07/2008
Engineer Or Architect	Attachments (0)	✓	07/07/2008
First Public Participation	Attachments (0)	✓	07/07/2008
Second Public Participation	Attachments (0)		07/07/2008
Scope of Work	Attachments (0)	✓	07/07/2008
Budget	Attachments (0)	✓	07/07/2008
Project Timeline	Attachments (0)	✓	07/07/2008
Other Requirements	Attachments (0)	✓	07/07/2008
Internal Control Questionnaire	Attachments (0)	✓	07/07/2008

Click "Submit" and you're finished!!!